

**OFFICIAL MINUTES OF THE  
STATE OF IOWA COMMISSION OF ELDER AFFAIRS  
June 28, 2002**

**Present:** Harold Davis  
Craig Downing  
J. Russell Lowe  
Clemmie Hightower  
Hazel Chuck  
Jane Paulsen  
Yogesh Shah  
Senator Sheldon Rittmer  
Representative David Johnson  
Representative Todd Taylor

**ABSENT:** Senator Joe Bolkcom

**OTHERS Present:** Mark Haverland, Mary Ann Young, Annette Barnard, Sherry James, Joel Wulf, Jeanne Yordi, Cindy Haverkamp, Marvin Tooman, Nancy Nichols, Cynthia Beauman, Elizabeth Selk, Connie Holland

**Call to Order**

A teleconference business meeting of the Commission of Elder Affairs was held on June 28, 2002. The teleconference was called due to having a short agenda and the distance some Commissioners would drive for a short meeting.

Chairperson Harold Davis called the meeting to order at approximately 8:30 a.m. The Recording Secretary conducted roll call. The following Commissioner's answered roll call: Harold Davis, J. Russell Lowe, Clemmie Hightower, Craig Downing, Jane Paulsen, Yogesh Shah, Hazel Chuck. A quorum was present.

**Agenda**

Chair Davis reported the agenda was approved as printed.

## **Assisted Living Administrative Rules**

Mark gave a brief update regarding the Administrative Rules 321-Chapter 27, Assisted Living, Dementia Specific. On November 20, 2001, the Department of Elder Affairs filed Notice of Intended Action. The purpose of the amendments was to add clarity and specificity to interpretation of general assisted living rules on evacuating plans, occupancy criteria, service planning, staffing and disclosure for those assisted living programs serving persons with dementia or cognitive impairment. The proposed amendments were published in the Iowa Administrative Bulletin on December 12, 2001. The Department provided a public comment period and conducted a public hearing on these amendments on January 3, 2002. The Dementia Specific Task Force met on Thursday, June 27<sup>th</sup> to review the public comments. Changes were made to the proposed Rules and e-mailed to the Commissioner's and all interested participants. Mary Ann reviewed the Rules and discussed the proposed changes.

Commissioner Rittmer questioned the need to file these rules on an emergency basis. It was noted that the emergency filing is done after a public comment period and that the Department had convened a recent meeting of the workgroup to develop consensus on proposed changes.

Action: 27.3(4) Commissioner Lowe moved, Commissioner Hightower seconded, the word "shall" be changed to "may". A roll call vote determined all Commissioner members present voted "aye".

Action: 27.5(3) Commissioner Paulsen moved, Downing seconded, that the word "or" be changed to "and" in section (a). All dementia specific employees are required to have a minimum of six hours of dementia specific education and training prior to or within 90 days of employment. A roll call vote determined all Commissioner members voted "aye".

Action: Downing moved, Hightower seconded, to approved the amended Iowa Administrative Rules 321-Chapter 27, Assisted Living, Dementia-Specific and that these rules be filed emergency after notice and be effective upon filing. A roll call vote determine all Commissioner members present voted "aye".

## **DEA Task Force Update**

Mark reported the DEA Task Force has been developed and some dates have been scheduled. Dr. Steve Gleason will be leading the Task Force and there will be other State department directors as well as AARP, I4A, Iowa Federation of Labor, Ombudsman, Home Health and others are serving. The first meeting is schedule for July 16. There will be three meetings of the full task force and a recommendation is due to the Governor's office by September 30.

**OTHER**

Donna Harvey gave an I4A update and reported they are pleased with the current leadership of the Department of Elder Affairs.

**Adjournment**

There being no further business to be discussed at this time, the meeting adjourned at 9:50.

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Chair

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Date

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Recording Secretary